

Bangor Transportation Handbook



Updated February 2023

Bangor Transportation Handbook

Transportation Contacts

Transportation Director / Superintendent	David Brokopp Ph.D.	608-486-5202
Bus Transportation Secretary	Jody Kotek	608-486-5216
Van Transportation Secretary	Jean Reigel	608-486-5203

Principals

Elementary	Michael Johnson	608-486-5206
Elementary Secretary	Teri Kenyon	608-486-5205
MS/ HS	Rick Muellenberg	608-486-5201
MS/ HS Secretary	Melanie Horstman	608-486-5200

Bus Drivers

<u>Route #</u>	<u>Current Driver</u>	<u>Short Description</u>
1	Steve Weber	North West
2	Dale Johnson	North East
3	Jeanette Carlson	Rockland Area
4	Mark Hansen	Rockland and North
6	Dennis Piper	Rockland and South
7	John Hundt	South
Lift Bus 1	Diane Rasmussen	IEP directed

Who to ask?

Jody Kotek - Route information, trip scheduling, transportation eligibility.

Jean Reigel - All things related to school vans.

Principals - Behavior concerns on the bus.

Building Secretaries - Daily changes to transportation.

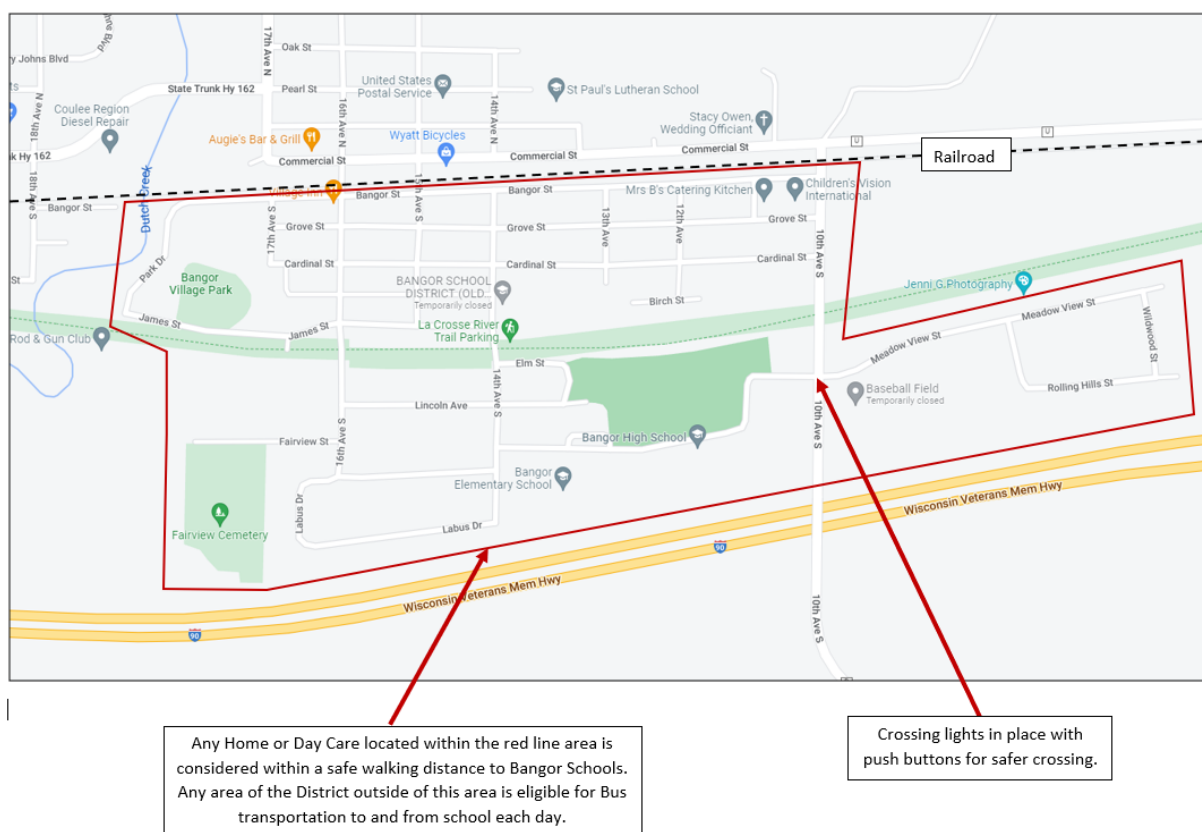
Drivers - Pick-up and Drop off times, General concerns or questions.

Transportation Director / Superintendent - Overarching transportation concerns or questions

Who is Transported

Under [Section 121.54\(2\), Wisconsin Statutes](#), a student attending a public elementary or secondary school, including four- and five-year-old kindergarten, is entitled to transportation by the public school district in which the pupil resides if the pupil resides two or more miles from the nearest public school the pupil is entitled to attend. Because not all students that live within two miles of the school have a safe walking path to get to school, the law also requires that the District, in consultation with local law enforcement, assess their district on a regular basis to determine “unusually hazardous” areas within the two mile area and clearly define areas where walking is considered safe and areas where students within the two miles require bus transportation to get to school. Based on these requirements the image below (and found in appendix A) clearly defines the areas where walking is safe and expected within the school district.

Bangor School District Safe Walking Area



The safe walking area applies to all students within the safe walking area. Transportation for 4K and 5K students within this area will be considered on a case by case basis. 4K and 5K students can make this request for transportation by submitting the form found in *appendix B* to the elementary secretary. All requests will be reviewed for approval by the District Transportation Director. Any approved transportation for 4K or 5K students does not apply to older siblings or other students living within the area of the bus stop.

Walking to Bus Stops

4K and Kindergarten students require an additional level of supervision to safely board and exit a bus each day. For that reason, the following expectations exist.

When a student is first learning how to ride the bus safely, an adult should walk with the student all the way to the door of the bus to help them board the bus and meet them at the door of the bus to help them depart. Once the student begins to be able to do this more independently, the adult should still be within sight of the driver at the time of loading and exiting from the bus each day. 4K and 5K children will not be allowed to exit the bus unless an adult is present to receive them or the parent has pre-arranged to have an older student take responsibility for the 4K or 5K student when entering and exiting the bus. This can be arranged by parents communicating directly with the driver.

These expectations are put in place for the safety of our students. If an adult is not present at the time of drop off and an alternative plan has not been pre-approved, this may result in the student continuing to ride a portion of the route before the driver can return to the stop again and meet the adult for drop off.

When possible 4K and 5K students will be picked up as close to their home as possible. As long as safe walking conditions exist, 4K and 5K students may be asked to walk up to three (3) blocks to meet the bus for pick-up and drop off. Students in grade 1-4 may be asked to walk up to three-tenths (3/10's) of a mile and students in grade 5 through 12 may be asked to walk up to a half (1/2) mile to meet the bus. This short walk helps to allow the district to make fewer stops and shorten ride time on the bus for all students.

Bus Route Overview

- Morning Pick-ups begin as early as 6:35 am
- Students are dropped off at the schools between 7:45 and 8:00 am
- Students begin to load the buses at the elementary school at 3:08 pm and finish loading at the middle school / High School at 3:21 pm.
- Buses leave the MS/HS at 3:21 pm. Students who do not make it to the bus at the end of the day must return to the office and a call will be made for someone else to come and pick them up.

Pick-up and Drop-off Locations

Each student will be assigned one pick-up and one drop-off location per household where they reside. (2 households apply only when custody is split and both households are within district boundaries.) The district may, at times, approve variations to this requirement, but last minute changes are never a guarantee. Please communicate with your building secretary as far in advance as possible if pick-up or drop-off locations vary from assigned locations.

Guest Ridership

Guest ridership is anyone requesting to ride a bus who has not completed the transportation request form or is asking to ride a bus to a location that is not their “normal stop” even if it’s on the same bus route. While the district can often accommodate these requests, the available space on the bus must be considered before the ridership is granted. Any requests for guest ridership must be communicated to your building secretary at least one week in advance of the day transportation is requested. Guest ridership of any kind should not to be confirmed by the bus drivers. If the drivers are approached with questions please make sure the parents are directed to their building secretary for follow up. Guest Ridership is not allowed on Special education only transportation.

Bus Rider Expectations

Safety is the first consideration in our student transportation program. Safe transportation along with efficient and economical transportation are the primary objectives of our student transportation program.

In order to achieve this threefold goal the School Board has adapted the following Bus Rider Rules:

A. Before boarding the bus:

1. Be on time! Keep the bus on schedule.
2. Wait for the bus at a designated place (loading zone); stay off the streets and highways.
3. Do not move toward the bus at the loading zone until the bus comes to a complete stop.
4. If there are five (5) or more students waiting to board a bus the students are to form a single line.
5. Do not push or crowd while entering the bus

B. On the bus:

1. The school bus is an extension of the classroom. Consequently, the student is answerable to the school authorities for their conduct during the bus ride to and from school.
2. Students are to be courteous to the driver and to the bus riders and obedient to the driver at all times, recognizing the driver’s authority while on the route.

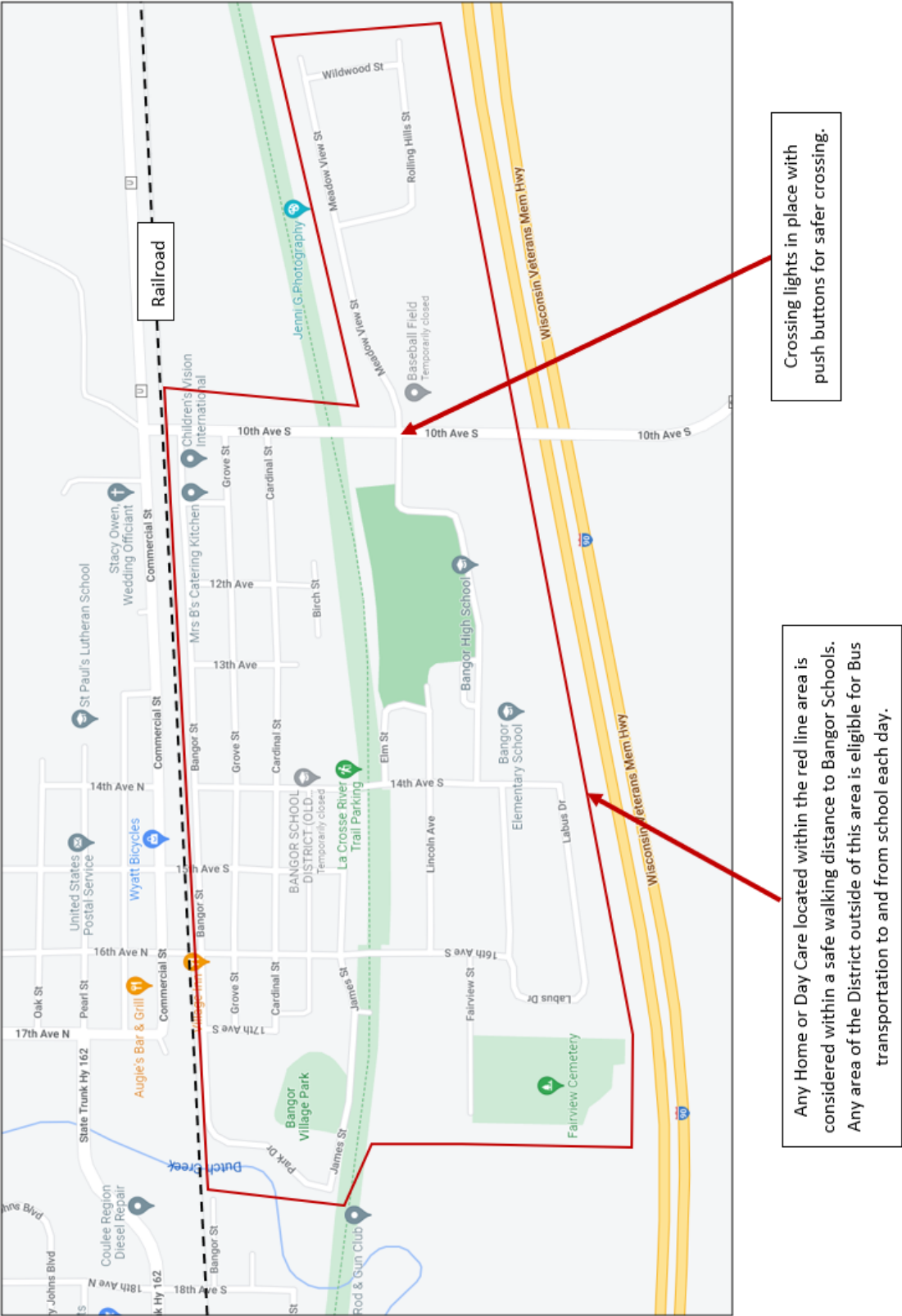
Reference Documents

- Board Policy 8600
- Wisconsin State Statute 121.54
- Wisconsin DPI

<https://dpi.wi.gov/sfs/support/school-operations/pupil-transportation/overview>

Appendix A

Bangor School District Safe Walking Area



Appendix B

Request for Transportation of 4K or 5K students within the District's Safe Walking Area.

Student Name _____ Date _____

Parent Name(s) _____

Address _____

Adult that will be escorting student to and from the bus _____

Requested start date for transportation _____

Days to be transported (Circle all that apply)

Monday Tuesday Wednesday Thursday Friday

Special Considerations _____

For Office Use Only

Approved

Denied

Transportation Director Signature _____ Date _____

Approved to start riding on _____